**State of Wisconsin
Governor Jim Doyle**

TO: **Economic Support Supervisors
Economic Support Lead Workers
Training Staff
Child Care Coordinators
W-2 Agencies**

FROM: Amy Mendel-Clemens
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BHCE/BWP OPERATIONS MEMO
No.:   **03-36 Corrected**
Date: **07/08/2003**
Non W-2 [X]   W-2 []   CC []
PRIORITY: HIGH

SUBJECT: **NEW VERIFICATION CODE FOR MEDICAID**

CROSS REFERENCE: Operations Memo's: 01-39, 02-10 and 02-11
MA Handbook 37.0.0
Income Maintenance Manual I, A and B

EFFECTIVE DATE: May 26, 2003

PURPOSE

This memo introduces the "SP" Self-Declared/Proclaimed verification code in CARES.   This code is a valid verification code for Medicaid (MA) for all verification fields except the mandatory verification fields.

BACKGROUND

Local agencies requested a verification code that would indicate that information entered into CARES was self-declared by the applicant after the implementation of Medicaid program simplification.

POLICY

The"SP" verification code will be valid for all fields for MA-only application processing purposes except the five mandatory fields.   The mandatory verification fields for MA are:

1. Social Security Number (SSN)
2. Citizenship / Alien Status
3. Pregnancy
4. Disability & Incapacitation
5. Assets & Transfers of Assets (Divestment) For EBD-MA cases.

*Corrected Table

Verification Code	MA				Other Programs
	▪ SSN ▪ Citizenship Alien Status ▪ Pregnancy ▪ Disability	Assets for Elderly & Disabled	Assets for Family MA	All other Items	All other Items
?	Pend	Pend	Pass	Pass	Pend
NV	Fail	Fail	Pass	Pass	Fail
Q?	Pend	Pend	***Pass***	Pend	Pend
QV	Fail	Fail	***Pass***	Fail	Fail
SP**	Fail	Fail	Pass	Pass	Fail

**NOTE: SP is a valid verification code for FS, but only for liquid assets. If SP is entered for assets, FS will not fail unless reported assets exceed the FS asset limit for the group and the group is not categorically eligible.

IMPACT ON OTHER PROGRAMS

Wisconsin Works, Child Care, Caretaker Supplement (CTS) and Food Stamp (FS) programming in CARES will consider the "SP" code the same as an "NV" or not verified code. **If an application or review is completed for a combined FS/MA case, the SP code will incorrectly fail the FS eligibility for failure to verify information without verification being requested.** Therefore, the SP code should be used for MA-Only cases.

CTS asset test will work the same as the asset test for FS. If the amount of the asset is less than the CTS asset limit CTS will pass. If the amount is greater than the CTS asset limit CTS will fail.

CONTACTS

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Note: Email contacts are preferred. Thank you.

DHFS/DHCF/BHCE/JE